

## Task Order Progress Report

Task Order Number	0056
Task Order Title	RI/FS- United Zinc Number 1 Site
Task Order Type (Ceiling or FP)	Ceiling
Period of Performance	September 20, 2012, through March 31, 2015

This Task Order Progress Report is for the remedial Investigation/Feasibility Study (RI/FS) at the United Zinc Number 1 Site in Iola, Kansas. This Report summarizes work performed during the reporting period as well as financial information relative to Contractor compliance with the negotiated schedule and budget detailed in the Task Order Proposal submitted to EPA Region 7 by HydroGeoLogic, Inc. (HGL) on August 22, 2012, in response to the Task Order Statement of Work (SOW) issued by the EPA Contracting Officer. The Task Order Project Officer (TOPO) for this task order is Don Bahnke. Activity on this Task Order is summarized in Sections 1 through 5 and augmented by summary Reports A through G attached. This report discusses the activities conducted under this task order for the reporting period that coincides with the calendar month. The HGL accounting period for this time frame is *December 29, 2012, through February 1, 2013*. Therefore, costs associated with some activities accomplished during the calendar month, but outside the accounting period, may appear in next month's invoice.

### 1. ACTIVITY FOR THE REPORTING PERIOD

#### TASK 1 - PROJECT PLANNING AND SUPPORT (PP)

##### Subtask 1.1 Attend Scoping Meeting

The scoping meeting was held at EPA on July 11, 2012. Efforts for the scoping meeting were conducted as part of the contract requirements.

##### Subtask 1.2 Site Visit and Report

Because of time constraints in meeting the task order proposal submission date, a site visit in support of preparation of this task order proposal was not completed under Subtask 1.2.

##### Subtask 1.3 Task Order Proposal (Work Plan)

The initial Task Order Proposal was submitted on July 25, 2012, as part of the contract requirements.

##### Subtask 1.4 Negotiations and Task Order Proposal Revision

HGL participated in a negotiation session with EPA on August 15. Based on discussions held during this meeting, the initial Task Order Proposal was revised. The revised Task Order Proposal was submitted on August 22 and EPA subsequently awarded the task on September 20, 2012. These efforts were conducted as part of the contract requirements.



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### **Subtask 1.5 Conflict of Interest (COI) Disclosure**

The signed COI Disclosure form was submitted to EPA on July 25 with the original Task Order Proposal as Attachment A.

### **Subtask 1.6 Health and Safety Plan**

The HSP was submitted to the EPA as an attachment to the Sampling and Analysis Plan (SAP) on November 13.

### **Subtask 1.7 Sampling and Analysis Plan**

No charges will be incurred under this subtask. The SAP consists of the Field Sampling Plan (FSP) and Quality Assurance Project Plan (QAPP); costs are allocated under these subtasks.

### **Subtask 1.8 Field Sampling Plan**

The FSP was submitted to EPA on November 13 as a component of the SAP. *Minor labor hours were incurred to update the Stream Bank Sample Location Map. The map was updated to incorporate adjustments made to sample locations based on a recent site reconnaissance trip.*

### **Subtask 1.9 Quality Assurance Project Plan**

The QAPP was submitted to EPA on November 13 as a component of the SAP. *Minimal labor hours were also incurred for this planning subtask to coordinate and deliver an electronic version of the QAPP.*

### **Subtask 1.10 Project Management**

#### **Subtask 1.10.1 Project Management**

The following project management activities were conducted during this reporting period:

- *The HGL TOM and EPA TOPO communicated via telephone and email regarding project issues and scheduling.*
- *The HGL TOM coordinated work activities of the HGL project team.*
- *A draft staffing plan was developed.*
- *Weekly cost tracking was performed.*
- *Relevant documents and correspondence were incorporated into the project file.*
- *The monthly progress report for the previous period was prepared.*

#### **Subtask 1.10.2 Meetings**

*Three HGL staff members participated in a database meeting at EPA on January 31, 2013. Meeting discussions focused on the following:*

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- *Population and maintenance of the site database.*
- *Submittal of the electronic versions of the access forms and field sheets.*
- *Comments on the SAP.*

### **Subtask 1.11 Subcontractor Procurement and Management**

*HGL expended efforts to review, modify and establish leases during this reporting period. The lease for one of the two proposed laptop field computers was reviewed and established. HGL attempted to negotiate a lease with the owners of the best available office space near downtown Iola. Negotiations were not successful because the owners of this office space were inflexible and required unlimited indemnification clauses. Therefore, HGL contacted the owner of the back-up property identified during the site visit completed in early December 2012. The initial phases of vetting the property began late in this reporting period.*

*HGL also contacted a mailing service provider to ascertain costs for mailing access agreements and data transmittals.*

### **Subtask 1.12 Evaluate Existing Data and Documents**

No activities were conducted under this subtask during this reporting period.

### **Subtask 1.13 Prepare Technical Memorandum**

This subtask was eliminated from the SOW during negotiations.

### **Subtask 1.14 Responses, Technologies, and Operable Units Memorandum**

During negotiations, EPA determined that no level of effort (LOE) hours or costs will be allocated to this subtask at this time.

### **Subtask 1.15 Exposure Pathway Analysis**

This subtask was eliminated from the SOW during negotiations.

### **Subtask 1.16 Applicable or Relevant and Appropriate Requirement (ARARs) Identification Letter Memorandum**

No activities were conducted under this subtask during this reporting period.

### **Subtask 1.17 Laboratory QA Program**

This subtask was eliminated from the SOW during negotiations.

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### **Subtask 1.18 Develop and Review laboratory Qualifications**

This subtask was eliminated from the SOW during negotiations.

## **TASK 2 - COMMUNITY RELATIONS (CR)**

### **Subtask 2.1 Community Interviews**

No activities were conducted under this subtask during this reporting period.

### **Subtask 2.2 Community Involvement Plan**

No activities were conducted under this subtask during this reporting period.

## **TASK 3 - FIELD INVESTIGATION (FI)**

### **Subtask 3.1 Field Mobilization and Demobilization**

No activities were conducted under this subtask during this reporting period.

### **Subtasks 3.2 and 3.3 – Not Assigned**

### **Subtask 3.4 Environmental Sampling, Including Collection, Preparation, and Shipping**

Costs for this subtask are captured under Subtasks 3.4.1 through 3.4.7.

#### **Subtask 3.4.1 Property Access**

*Property access efforts consisted of updating and correcting the site database. HGL purchased newly published parcel records for the City of Iola from R&S Digital Services to update the existing site database records. The new parcel data was received on January 25. On February 1, HGL participated in a conference call with EPA's database manager, Vickie Damm, regarding site database errors. During the call, EPA's database manager listed errors and requested that HGL assist EPA with correcting the errors. HGL anticipates correcting the errors by February 8.*

#### **Subtask 3.4.2 Residential Surface Soil Sampling (1,715 Properties)**

*HGL obtained the XRF unit from the EPA TOPO and began establishing operational procedures.*

*A quick guide for the field team leader's daily quality assurance (QA) activities is anticipated to be finalized during the next reporting period.*

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### **Subtask 3.4.3 Well Sampling**

No activities were conducted under this subtask during this reporting period.

### **Subtask 3.4.4 Sediment and Surface Water Sampling**

No activities were conducted under this subtask during this reporting period.

### **Subtask 3.4.5 Stream Bank Soil Sampling**

No activities were conducted under this subtask during this reporting period.

### **Subtask 3.4.6 Indoor Dust Sampling**

No activities were conducted under this subtask during this reporting period.

### **Subtask 3.4.7 Drip Zone Surface Soil Sampling**

No activities were conducted under this subtask during this reporting period.

### **Subtasks 3.5 and 3.6 – Not Assigned**

### **Subtask 3.7 Manage Investigation-Derived Waste**

No activities were conducted under this subtask during this reporting period.

### **Subtask 3.8 Site Reconnaissance**

*The Site Reconnaissance Trip Report was developed, reviewed and submitted during this reporting period. The report was delivered to EPA on January 11.*

### **Subtask 3.9 Ecological Characterization – Not Assigned**

## **TASK 4 - SAMPLE ANALYSES (SN)**

### **Subtask 4.1 Sample Analysis**

Costs for this subtask are allocated under Subtask 4.2.

### **Subtask 4.2 Soil Sample Speciation Study**

No activities were conducted under this subtask during this reporting period.

## **TASK 5 - ANALYTICAL SUPPORT AND DATA VALIDATION (AN)**

### **Subtask 5.1 Sample Collection and Preparation**

This subtask includes only sample shipment efforts. No activities were conducted under this

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subtask during this reporting period.

### **Subtask 5.2 Data Quality Objectives – Not Assigned**

### **Subtask 5.3 Not Applicable**

### **Subtask 5.4 Coordinate Sample Delivery**

#### **Subtask 5.4.1 EPA Region 7 Laboratory**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 5.4.2 Speciation Lab – In Vitro**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 5.4.3 Speciation Lab – In Vivo – Not Assigned**

### **Subtask 5.5 Not Assigned**

### **Subtask 5.6 Data Management**

Costs associated with data management are captured under Subtask 6.1

### **Subtask 5.7 Data Validation**

This subtask was eliminated during the scoping meeting.

### **Subtask 5.8 Review Data Usability**

#### **Subtask 5.8.1 XRF vs Laboratory Data Correlation**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 5.8.2 Particle Size Correlation**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 5.8.3 Speciation Data Report Review**

No activities were conducted under this subtask during this reporting period.

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### TASK 6 - DATA EVALUATION (DE)

#### Subtask 6.1 Data Reduction and Tabulation

HGL reviewed historical site documents to ensure the fixed laboratory analytical data provided by the EPA TOPO was comprehensive. After the review was complete, HGL tabulated the fixed laboratory analytical data and matched the data with its corresponding field XRF screening result. The correlation coefficient ( $r^2$ ) was then calculated for the matched data. On October 26, the HGL TOM sent the EPA TOPO a detailed email describing the method used to calculate the  $r^2$ , the result ( $r^2 = 0.7226$ ), and references for assessing  $r^2$  results.

#### Subtask 6.2 Environmental Fate and Transport Modeling/Evaluation

No activities were conducted under this subtask during this reporting period.

#### Subtask 6.3 Hazardous Metals Co-Location Evaluation

*HGL continued revising the Data Correlation and Hazardous Metals Co-Location Evaluation Report, which was originally submitted to EPA under task order 0028. The EPA TOPO requested that HGL update the report with the new correlation value calculated (see Subtask 6.1). It is anticipated that efforts to finalize this report will continue into February 2013.*

#### Subtask 6.4 Soil Contaminant Trend Evaluation – Not Assigned

#### Subtask 6.5 Mail Data Transmittal Letters

##### **Subtask 6.5.1 Newly Sampled Properties**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 6.5.2 Historically Sampled Properties**

EPA provided HGL with a pdf version of the Removal Action Summary Report that contained the field sketches for the properties previously assessed. HGL created approximately 1,600 individual pdf files, one for each property, of the field sketches with unique identifiers. EPA requested that HGL establish and host an FTP site to transfer data as necessary. The 1,600 files were uploaded to the FTP site in early October. EPA tested the site and noted that the site met their requirements.

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### **TASK 7 - ASSESSMENT OF RISKS (RA)**

#### **Subtask 7.1 Human Health Risk Assessment**

This subtask was eliminated from HGL's scope of work during the scoping meeting; EPA elected to conduct this work.

#### **Subtask 7.2 Ecological Risk Assessment**

This subtask was eliminated from HGL's scope of work during the scoping meeting; EPA elected to conduct this work.

### **TASK 8 - TREATABILITY STUDY/PILOT TESTING (TT) - NOT ASSIGNED**

### **TASK 9 - REMEDIAL INVESTIGATION REPORT (RR)**

#### **Subtask 9.1 Draft Remedial Investigation Report**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 9.2 Final Remedial Investigation Report**

No activities were conducted under this subtask during this reporting period.

### **TASK 10 - REMEDIAL ALTERNATIVE SCREENING (RS)**

#### **Subtask 10.1 through 10.5 - Not Assigned**

#### **Subtask 10.6 Remedial Alternatives Screening Section**

No activities were conducted under this subtask during this reporting period.

### **TASK 11 - REMEDIAL ALTERNATIVES EVALUATION (RE)**

No activities were conducted under this subtask during this reporting period.

### **TASK 12 - FS REPORT (FS)**

#### **Subtask 12.1 Draft Feasibility Study Report**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 12.2 Final Feasibility Study Report**

No activities were conducted under this subtask during this reporting period.



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### **TASK 13 - POST RI/FS SUPPORT (PR)**

#### **Subtask 13.1 Attend Public Meetings – Not Assigned**

#### **Subtask 13.2 Prepare Presentation Materials**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 13.3 Assist with Responsiveness Summary – Not Assigned**

#### **Subtask 13.4 Assist with Proposed Plan and ROD**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 13.5 Assist with FS Addendum – Not Assigned**

### **TASK 14 - NEGOTIATION SUPPORT (NG) – NOT ASSIGNED**

### **TASK 15 - ADMINISTRATIVE RECORD (AR) – NOT ASSIGNED**

### **TASK 16 - TASK ORDER CLOSE OUT (CO)**

#### **Subtask 16.1 File Duplication, Distribution, Storage, and Archiving**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 16.2 Return Documents to EPA**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 16.3 Prepare Data Storage Media**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 16.4 Task Order Closeout Report**

No activities were conducted under this subtask during this reporting period.

## **2. SCHEDULE AND COST VARIANCES WITH RECOMMENDED SOLUTIONS**

*None to report.*

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#### 3. OTHER PROBLEMS AND RECOMMENDED SOLUTIONS

*None to report.*

#### 4. CONTRACTOR INITIATED INNOVATIONS AND COST SAVINGS

*None to report.*

#### 5. ACTIVITIES PLANNED FOR NEXT REPORTING PERIOD

The activities planned for the next period include the following:

- *Continue weekly cost tracking, filing, and routine communications with the EPA TOPO.*
- *Prepare the monthly status report and invoice for the previous reporting period.*
- *Continue efforts to establish subcontracts with vendors.*
- *Develop and finalize a lease agreement with the owner of the potential field office.*
- *Finalize field team leader quick guide.*
- *Update the correlation report originally developed under task order 0028 and submit to EPA.*
- *Begin procurement of field supplies that will require more effort to obtain than standard field items (for example: particulate hood, NIST standards, sieving equipment and lockable storage cabinet).*
- *Implement access efforts by mailing the project introduction letter and access form and begin contacting residents via telephone.*
- *Attempt to resolve interface issues between the XRF instrument and laptop computer to support data downloads.*
- *Establish office space utilities*

#### **Report A: Task Order Summary**

This report provides an overview of the entire Task Order, including current and cumulative expenditures, percent of project complete, current funding level, negotiated work plan hours and dollars, estimate to complete, and any open payment suspensions on the Task Order.

#### **Report B: Cumulative Labor Report for Task Order**

This report provides the cumulative expenditures by labor category for hours and dollars for the entire Task Order.

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#### **Report C: Task Level Summary**

This report provides a summary of the expenditures for each task within the statement of work, including labor, subcontracts, travel, and other ODCs.

#### **Report D: Current Labor Report**

This report provides a summary of personnel for the reporting period and cumulative expenditures for all labor by task.

#### **Report E: Subcontract Report**

This report provides information on activities and costs of any subcontract efforts under the Task Order for each task.

#### **Report F: ODC Report**

This report provides information on ODCs incurred other than subcontract or travel under the Task Order for each task.

#### **Report G: Travel Report**

This report provides information on travel directly related to the Task Order by task.

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12 through 18

DUE TO CONFIDENTIAL BUSINESS  
INFORMATION (CBI)